

Director of Parks and Recreation



Selection Process

Each candidate's background will be evaluated on the basis of information submitted at the time of application to determine the level and scope of the candidate's preparation for this position. The resume should include any additional information which the candidate wishes to be considered. Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process. **Note: A background investigation will be completed on the candidates recommended for this position.**

To Be Considered

Highly qualified candidates are invited to submit a cover letter, comprehensive resume detailing their demonstrated experience and career accomplishments relevant to this position, verification of degrees, and current salary information. Submission should include the following:

- Candidate's ability to meet the requirements as stated in the Qualifying Experience section of this recruitment announcement.
- For organizations and programs managed, the name of each employer, job title, size of organization's budget, number and composition of personnel supervised, scope of management responsibilities, functions managed, and dates of employment.

Please submit resume packages to the following e-mail address: **ExecutiveRecruitment@hr.lacounty.gov** and indicate the position title of **Director of Parks and Recreation** in the subject line of your e-mail. First consideration will be given to candidates who apply on or before September 4, 2015. Confidential inquiries welcomed to:

LA TANYA HILL
County of Los Angeles
Department of Human Resources
Talent Solutions Division
500 W. Temple Street, Room 555
Los Angeles, CA 90012
213.974.2461
lhill@hr.lacounty.gov

This announcement may be downloaded from the County of Los Angeles website at: <http://hr.lacounty.gov>

VOLUNTARY STATE AND FEDERAL INFORMATION

Pursuant to State and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.

SOCIAL SECURITY ACT OF 2004

Section 419(c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. It should be noted that County employees do not pay into Social Security, but do pay the Medical Hospital Insurance Tax portion of Social Security at a rate of 1.45%. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website at www.socialsecurity.gov, or call toll free (800) 772-1213. Persons who are deaf or hard of hearing may call the TTY number (800) 325-0778 or contact a local Social Security office.



Make the County of Los Angeles
Your Employer of Choice



The County of Los Angeles invites resumes for



Director of Parks and Recreation

Annual salary: \$141,052 — \$213,493

Filing period: July 30, 2015 until position is filled





The County

With a population of over ten million people, the County of Los Angeles has more residents than any county in the nation, and within its boundaries are 88 cities. It is rich in cultural diversity and home to world renowned museums, theaters, the nation's motion picture industry, major universities, and numerous five-star restaurants. The mountains, deserts, and the beautiful Pacific Ocean, along with some of the world's finest urban recreational attractions, are freeway close.

The County is governed by a five-member Board of Supervisors (Board) who are elected on a non-partisan basis and serve four-year staggered terms. As the governing body, the Board serves as both the executive and legislative authority of the largest and most complex county government in the United States. There are 34 appointed department heads that report to the Board. There are also three elected officials (Assessor, District Attorney, and Sheriff) for a total of 37 major administrative units or departments that currently serve the needs of the County's residents.

Selected by Forbes Magazine as one of America's Best Employers of 2015, the County's annual budget for fiscal year 2015-2016 is \$26.9 billion, with funding for approximately 106,000 positions to serve its diverse population.

Department of Parks and Recreation

The Department of Parks and Recreation provides the public with diverse and unique recreational activities that promote good health, education and a sense of community. Services included are regional park facilities, local park facilities, gardens, nature centers, natural areas, and trails.

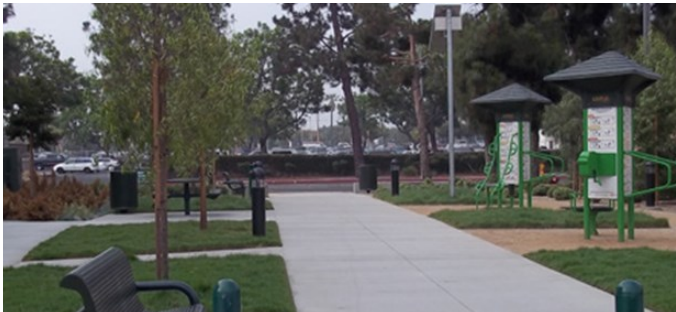
The current departmental operations budget exceeds \$170 million. With nearly 1,600 budgeted positions, the Department is responsible for the operation, management and maintenance of more than 177 facilities, serving over 20 million annual visitors, and includes eight major regional parks, 82 local and community regional parks, four arboreta and botanic gardens, 18 natural areas, and 19 golf courses where over 1.8 million rounds of golf are played annually. In addition, the Department operates 31 swimming pools, 344 miles of equestrian and hiking trails, serves as administrative staff to the Los Angeles County Regional Park and Open Space District, and provides liaison and staff services to the Parks and Recreation Commission.

The Department has strong partnership relationships which include operating parks for other agencies; contracting with non-profits to operate parks for the County; and hybrid partnership operations. These include operating two Army Corps of Engineers recreation areas and three California State Parks; contracting with non-profits such as the Descanso Gardens Guild to handle the entire operation of Descanso Gardens; and contracting with the LA Philharmonic to provide programming at the world famous Hollywood Bowl while the Department remains responsible for facility operations.

The Director

Leading the parks and recreation function of the largest county in the United States requires a unique individual, able to drive community access, conservation, and wellness activities in a geographic area that encompasses urban, suburban, rural, and wilderness spaces for the more than 10 million residents of the County of Los Angeles. It calls upon an individual with vision, creativity and confidence. The individual serving as Director of Parks and Recreation for the County needs to balance the recreational needs of a large and diverse population, and still be a preservation-oriented caretaker for future residents of the County.

County parks and recreational facilities range from majestic rock formations to the nation's largest publicly owned golf course system, from the iconic Hollywood Bowl to swimming pools, from beautiful arboretums to neighborhood playgrounds. In each of the County's facilities, the staff of the Parks and Recreation Department, under the administration and management of the Director, serve the wide variety of community members and their needs.



This position has full responsibility for planning, developing, operating, and maintaining a Countywide parks and recreation system, which includes regional park facilities and recreation programs for the entire County population; local park facilities, botanic gardens, recreation programs, and beautification projects for residents of unincorporated areas; and specified services to communities within the County which augment and enhance service in the total parks, recreation, and leisure field; as well as the Regional Park and Open Space District.

The ideal candidate will be a leader in the expanding access to residents, a careful steward of the public's open spaces, and a participant with health leaders to offer safe and wholesome places for all. She or he will have a track record in community outreach, be creative and able to analyze community needs and interest, and formulating innovative recreation programs. The Director needs to assess and recommend services to contract, work with the Board of Supervisors in acquiring and maintaining locations and facilities, and work with local, state and federal agencies to maximize the recreational uses of the County's parks system.

Qualifying Experience

Demonstrated knowledge, skills, and abilities required in managing, or assisting in managing, an organization. Such management includes directing budget, personnel, fiscal, supply and other administrative functions, as well as the direction of line functions.

A California Class "C" driver license or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

U.S. citizenship is required for appointment to this position.



Compensation

ANNUAL SALARY: \$141,052 — \$213,493 (MAPP RANGE R16)

This position is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP). Placement within the range will be commensurate with candidate's qualifications and current salary.

Benefits: The County of Los Angeles provides an excellent benefits package that allows employees to choose benefits that meet their specific needs. The package includes:

- **Retirement Plan** – The successful candidate will participate in a contributory defined benefit plan. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California. If the candidate is a "new member" of the County's defined benefit plan (LACERA) on or after January 1, 2013, that person's pensions will be limited under the Public Employees Pension Reform Act (PEPRA) unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. Details on PEPRA will be provided on request.
- **Cafeteria Benefit Plan** – Benefits may be purchased from the MegaFlex Cafeteria Benefit Plan using a tax-free County contribution of an additional 19% of the employee's monthly salary.
- **Flexible Spending Accounts** – Employees may contribute up to \$200 per month tax-free to a Health Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.
- **Savings Plan (401k)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.
- **Deferred Compensation Plan (457)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.
- **Holidays** – Eleven paid days per year.
- **Transportation Allowance** – A monthly transportation allowance of \$559.
- **Split Dollar Insurance** – Level life insurance death benefit of \$50,000 to \$250,000 depending on age at entry into the Plan.